



# City of Hermosa Beach

Civic Center, 1315 Valley Drive, Hermosa Beach, California 90254-3885

June 25, 2019

Dear Mr. Higgins,

This correspondence is in response to your June 18, 2019 Public Records Act ("PRA") request, where you requested closed captioning transcripts from the March 12, 2019 City Council meeting. The City does not have any responsive records to your request.

The City did not have closed captioning services until March 18, 2019. Under the PRA, the City is not required to create or prepare records that do not exist at the time of the request. The City is also not required, under the Americans with Disabilities Act, to create or prepare closed captioning transcripts from past proceedings.

If you would like closed captioning transcripts created for the March 12, 2019 meeting, you may contact support by email [captions@granicus.com](mailto:captions@granicus.com) or call (800) 314-0147 for a quote at your own expense. Granicus is the company that provides the City with closed captioning services.

Thank you,

A handwritten signature in blue ink, appearing to read 'Tanesha Hudson'.

Tanesha Hudson  
Senior Office Assistant  
Records Request  
City of Hermosa Beach